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14 Feb. 1955

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Preparation of Preliminary Plans and Cost
Estimate for the Proposed CIA Headquarters
Building

1. A representative of this office met with the Agency Legislative Counsel on 4 February 1955 to discuss the time phasing for the development of the proposed headquarters building project. It was the opinion of the Legislative Counsel that preliminary plans and a cost estimate should be ready for presentation to the necessary Congressional Committees not later than 1 April 1955.

2. The preparation of the preliminary plans and cost estimate was discussed with Messrs. L. L. Hunter, C. G. Palmer and D. E. Doyle of the Public Buildings Service on 15 December 1954. They stated that: they would be in a position to prepare necessary plans and estimates for us on a reimbursable basis; the work could be accomplished in approximately thirty (30) days; and the estimated cost would be \$25,000.00.

3. Space requirements have been received from the various components of the Agency and are currently being reviewed and tabulated by the Real Estate and Construction Division. It is believed that sufficient information can be provided to the Public Buildings Service on 1 March 1955 to enable them to start on the preliminary plans and cost estimate and that necessary plans and estimates can be prepared by them by 1 April 1955.

4. Mr. Nolen, Director, National Capital Planning Commission, has been informed that surveys will be made of the various sites suggested for our use, by him, at our recent meeting, and that we will request Public Buildings Service to prepare preliminary plans and cost estimates to assist us in arriving at an early determination of the most suitable site. Mr. Nolen concurred in our proposed action.

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5. In order that we might meet the tight time schedule confronting us, it is recommended that:

a. The Public Buildings Service be requested to prepare the preliminary plans and estimates for an Agency headquarters building to be located at the Public Roads Test Centre, Langley, Virginia, by 1 April 1955.

b. That funds in the amount of \$25,000.00, for reimbursement to the Public Buildings Service for this work, be approved.

/s/

JAMES A2 GARRISON
Chief of Logistics

Project is Chargeable to Allotment No. 5-6811-20, Plans and Construction and Funds are Available.

s/E. R. Saunders

Comptroller

APPROVED:

s/ L. K. White

16 Feb. 1955

Deputy Director (Support)

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